

**EAST LYME BOARD OF FINANCE
SPECIAL MEETING MINUTES
AFTER PUBLIC HEARING
Thursday, APRIL 25th, 2013**

Members In Attendance: Raymond Hart, Chairman
Steve Harney, Secretary
Camille Alberti
Steve Carpenteri
Steve Kelley
Lisa Picarazzi

Also In Attendance: Paul Formica, First Selectman
Tim Hagen, Chairman, Board of Ed
Anna Johnson, Finance Director

Absent: No One

A. Call Special Meeting to Order

Chairman Hart called this Special Meeting of the East Lyme Board of Finance to order at 8:43 PM after the previously scheduled Public Hearing on the Proposed FY-13/14 Budget.

B. Deliberations & Action to Send Proposed FY 13-14 Budget to Town Meeting on May 13, 2013

Mr. Hart said that they had completed the Public Hearing process and heard comments. He called for discussion and asked Mr. Formica if he had any suggestions for them.

Ms. Picarazzi said that she would like to suggest that they reinstate the \$16,000 to the Zoning Commission based upon the input they heard at the public hearing.

****MOTION (1)**

Mr. Carpenteri moved to open department 116 – Zoning
Mr. Kelly seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (2)**

Ms. Picarazzi moved to increase line 100-211 - Zoning Official by \$16,000.
Mr. Carpenteri seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

Mr. Hart noted that they have \$4000 for a consultant in this budget and asked Mr. Formica about this item.
Mr. Formica said that it could be reduced to zero.

****MOTION (3)**

Mr. Harney moved to reduce line 200-New – Consultant by \$4000 to zero.
Ms. Picarazzi seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (4)**

Ms. Alberti moved to close department 116 – Zoning
Mr. Harney seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

Mr. Hart asked Mr. Formica if he had any other suggestions on areas to recoup the \$16,000.

Mr. Formica suggested that they could take \$500 from the First Selectman's budget – under Ad Hoc Committees; under the Assessors' they would need to reinstate the \$5973 that they had cut from Service Contracts as that affects many other departments in the Town; in Building Maintenance they could reduce line 213 – Propane by \$2000; in General Govt. 114 they could reduce Legal Ads by \$4000; in 120 Contingency they could reduce payroll contingency by another \$2500; in Department 132 – Inland Wetlands they could reduce the consultant by another \$2000; in Department 224 – Emergency Management they could reduce the Overtime line item by \$1000 - \$1500; in Public Works department 317 – they could reduce the Tree Warden line item by \$1500. This should offset the \$16,000 and they still have the \$5793 to make up. He continued that they had already cut Health Insurance by \$18,000 and that the Town may be able to do an additional reduction of \$17,000. They would know more once the Office of Policy & Management comes back with other figures. He said that with approximately \$500,000 being returned that they could use more money from fund balance.

Mr. Hart asked if there would be any surplus coming back from the Board of Ed.
Mr. Hagen did not indicate that there would be any at this time.

Mr. Hart asked what the Board would like to do.

****MOTION (5)**

Ms. Picarazzi moved to open department 420 – Library.
Mr. Kelley seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (6)**

Ms. Picarazzi moved to increase line 150-295 – Library budget by \$10,000.
Mr. Carpenteri seconded the motion.

Ms. Picarazzi said that she saw this as middle ground as she would not want to see it closed for a full shift.

Mr. Kelley said that they are talking about reducing \$15,000 out of a \$1M budget and that still gives them more money than they have for this year. He said that he would not support this.

Mr. Hart asked Ms. Timothy if she would like to comment.
Ms. Timothy, Library Director said that they would have to close by more than just one hour.

Mr. Harney asked about other options.
Ms. Timothy said that they could possibly cut some from materials if some of the money was restored.

Mr. Hart asked how many hours they are open during the week.
Ms. Timothy said 62.
Mr. Hart asked if they modified the cut to \$7500 if she could work with that.
Ms. Timothy said yes.

Ms. Alberti asked why they had not looked at the possibility of reducing people during the less busy hours instead of cutting the library hours in general. She asked that it be clarified why the only discussion revolved around cutting the hours of operation and why they did not look into other areas to make up the cut.
Ms. Timothy said that they are stretched and during the hours that they are open they can be faced with many things as there are a wide variety of things that everyone does while interfacing with the public. She said that she could take some from supplies but not all of it.

Mr. Formica noted that they may also realize some savings in the Health insurance line.

Mr. Hart asked Ms. Picarazzi if she would amend her motion to \$7500.

Ms. Picarazzi amended her motion to increase line 150-295 – Library budget by \$7500.
Mr. Carpenteri seconded the amended motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (7)**

Mr. Kelley moved to close department 420 – Library.

Ms. Picarazzi seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (8)**

Mr. Kelley moved to open department 101 – Selectman.

Ms. Picarazzi seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (9)**

Mr. Kelley moved to reduce line 200-295 – Ad Hoc Committees by \$500.

Mr. Carpenteri seconded the motion.

Ms. Picarazzi asked what this is used for.

Mr. Formica said that it is for things such as the special Darrow Pond Committee.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (10)**

Mr. Kelley moved to close department 101 – Selectman.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (11)**

Mr. Hart moved to open department 102 – Assessor.

Mr. Kelley seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (12)**

Mr. Hart moved to increase line 200-216 – Service Contracts by \$5,793.

Ms. Picarazzi seconded the motion.

Ms. Picarazzi asked Mr. Formica why they would need this.

Mr. Formica said that it is for the GIS that supports multiple departments in the Town.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (13)**

Mr. Hart moved to close department 102 – Assessor.

Mr. Kelley seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (14)**

Mr. Kelley moved to open department 113 – Building Maintenance.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (15)**

Mr. Kelley moved to reduce line 400-213 – Heating Oil/Propane by \$2000.

Mr. Carpenteri seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Ms. Picarazzi said that this had been increased quite a bit from 2012 and that they had only spent 72% so far this year. She said that she would like to see this cut further.

Mr. Formica said that they have two more months to get through and that they have not received the bills for this month yet.

Mr. Kelley amended his motion to reduce line 400-213 – Heating Oil/Propane by \$10,000.
Mr. Carpenteri seconded the amended motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (16)**

Mr. Kelley moved to close department 113 – Building Maintenance.
Ms. Alberti seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (17)**

Mr. Hart moved to open department 114 – General Govt.
Mr. Harney seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (18)**

Mr. Hart moved to reduce line 140-232 – General Govt. Legal Ads by \$4,000.
Mr. Harney seconded the motion.

Mr. Formica explained that they could possibly reduce this by \$7000 and if it became necessary, they could go to contingency for some funds.

Mr. Hart amended his motion to reduce line 140-232 – General Govt. Legal Ads by \$7000.
Mr. Harney seconded the amended motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (19)**

Mr. Harney moved to reduce line 100-127 – Health/Dental Care by \$17,000.
Ms. Alberti seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (20)**

Mr. Harney moved to close department 114 – General Govt.
Mr. Kelley seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (21)**

Mr. Harney moved to open department 120 – Contingency
Mr. Kelley seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (22)**

Mr. Kelley moved to reduce line 100-500 – Payroll by \$2500.
Ms. Picarazzi seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (23)**

Mr. Kelley moved to close department 120 – Contingency
Ms. Picarazzi seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (24)**

Mr. Kelley moved to open department 132 – Inland Wetland Agency
Mr. Hart seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

****MOTION (25)**

Mr. Kelley moved to reduce line 200-243 – Consultant by \$2000.
Ms. Alberti seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (26)**

Mr. Kelley moved to close department 132 – Inland Wetland Agency

Ms. Alberti seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (27)**

Mr. Harney moved to open department 224 – Public Safety/Fire Marshal.

Ms. Picarazzi seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (28)**

Mr. Kelley moved to reduce line 100-214 – Overtime by \$1500.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (29)**

Mr. Hart moved to close department 224 – Public Safety/Fire Marshal.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (30)**

Mr. Kelley moved to open department 317 – Public Works.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (31)**

Mr. Kelley moved to reduce line 200-239 - Tree Warden by \$1500.

Mr. Carpenteri seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Ms. Picarazzi asked about Road Reconstruction and where they stood.

Ms. Johnson said that they recently encumbered a lot of the money as the work starts now – during this season.

Mr. Formica said that this is for the repairs to curbing and catch basins that were damaged during the storms and that these repairs are rather extensive this year throughout the Town. He noted that the Governor has proposed to potentially increase TAR (Town Aid Roads) and that they perhaps could cut \$10,000 and they could instead use the TAR funds to cover the difference.

Mr. Harney asked what type of effect this would have on their rating if they had to go to other means for this or just in general used fund balance.

Ms. Johnson said that it would have an effect and that they do take a negative look on how much is used from fund balance.

Mr. Hart noted that they are still discussing Public Works.

****MOTION (32)**

Ms. Picarazzi moved to reduce line 200-224 – Road Reconstruction & Repair by \$10,000.

Mr. Kelley seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (33)**

Ms. Picarazzi moved to close department 317 – Public Works.

Mr. Harney seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

****MOTION (34)**

Mr. Kelley moved to take \$400,000 of the \$500,000 projected surplus/fund balance and move it to the general fund balance.

Ms. Picarazzi seconded the motion.

Mr. Harney said that they had already moved on \$250,000 so to get to the \$400,000 they would need another \$150,000.

Ms. Johnson said that was correct.

Mr. Carpenteri asked Mr. Formica how this would affect the fund balance and rating.

Mr. Formica said that the fund balance would be at \$4.9M and asked what they are looking for in fund balance.

Ms. Johnson said that they have already acted on the \$250,000 so they would just need to act on \$150,000.

Mr. Kelley amended his motion to take \$150,000 from the \$500,000 that is projected to be returned and move it to the general fund balance.

Ms. Picarazzi seconded the amended motion.

Vote: 6 – 0 – 0. Motion passed.

Mr. Hart summed that this brings them to a budget of \$63,173,158; with an approximate .59 mill increase.

Mr. Formica said that if they get any other relief from the State that would also help them.

C. Discussion & Possible Action on the Capital Improvement Plan

Mr. Hart noted that they had not changed anything on this plan from when it was presented and called for a motion on it.

****MOTION (35)**

Mr. Kelley moved to accept the Capital Improvement Plan as presented and forward it to the Annual Town Meeting.

Mr. Carpenteri seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

D. Public Discussion

Mr. Hart called for Public Discussion.

Karen Rak, 27 Black Point Road said that she still wants answers on the FTE's and the breakdown on the employees, how many are staff and management and any additional staff. She also said that they are still looking at a \$900,000+ increase and that it seems like they are penny pinching some areas and taking a 'hands-off' approach to others.

E. Board Comments

Mr. Hart called for comments from the Board.

There were none.

Adjournment

****MOTION (36)**

Ms. Picarazzi moved to adjourn this Special Meeting of the East Lyme Board of Finance at 9:52 PM.

Mr. Kelley seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary